

Assessment Date	9 th June 2020	Review Date (To be within 24 Months)	To be reviewed at least monthly
Work Area	Across The Parks Trust Estate		
Reason for Assessment (Tick appropriate boxes)			
Initial Assessment	<input type="checkbox"/>	Periodic Review	<input type="checkbox"/>
Change of Work Process	<input checked="" type="checkbox"/>	Change of Personnel	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	After an Accident / Incident	<input type="checkbox"/>
		Change of Equipment	<input type="checkbox"/>
		Abnormal Activity	<input checked="" type="checkbox"/>
		Other	<input type="checkbox"/>
Brief Description of Assessment:			
<p>The Parks Trust Sites - Arrangements During Covid-19 Pandemic Crisis (Revision 1)</p>			
Assessor(s):			
Michael Thomas (H&S Manager)		Last Reviewed 1st July 2020	

- Hazard** = Something with the potential to cause harm.
Risk = The likelihood of a hazard causing harm & its associated severity.

'Concentrate on the significant, ignore the trivial'

Part 1 – Hazard Identification

1. General Description of the Work Area	Associated Hazards
<p>The Parks Trusts open access sites across Milton Keynes.</p> <p>In general Parks will include many similar hazards. Some parks may have individual hazards, for example particular art installations, grazing cattle, bridges, electrical boxes etc. Refer to individual risk assessments.</p>	Covid-19 Virus
2. Plant, Equipment and Vehicles in or adjacent to the work area	Associated Hazards
<p>Infrastructure that may have common touchpoints (E.g. gates, seats etc.).</p> <p>Parks Trust Vehicles</p> <p>Parks Trust Contractors</p> <p>Power, hand tools, spraying equipment associated with landscaping operations</p>	Refer to individual site risk assessments.

3. METHOD STATEMENT Description of the task / process to be carried out (step-by-step tasks). This section should describe exactly how the work will be done and by whom	Associated Hazards
<p>To report issues to The Parks Trust:</p> <p>Phone: Currently not staffed Email: info@theparkstrust.com</p> <p>GENERAL</p> <p>Each area of park is assigned to an Area Landscape Manager and / or Landscape Officer who have the overall responsibility for that area.</p> <p>Additionally, each area has a designated Community Ranger who will regularly patrol their areas and be a point of contact for members of the public.</p> <p>Few locations have accessible public toilets or welfare facilities. Currently public toilets at Willen Lake are open during opening hours with some restrictions.</p> <p>Covid-19</p> <p>In all cases refer to UK Government latest advice.</p> <p>This Risk Assessment is made in reference to:</p> <p>Guidance for employers and businesses on coronavirus (COVID-19)</p> <p><u>LINK</u> (https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19)</p> <p>Guidance Issued 11th May 2020 (different types of working environment) & last updated regularly</p> <p>https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19</p> <p>HSE UK Guidance: https://www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm#</p> <p>Be aware of the symptoms of Covid-19 , which are</p> <ul style="list-style-type: none"> • a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature) • a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) • loss or change to your normal sense of smell – it can also affect your sense of taste at the two are linked. 	<p>Covid-19 virus</p> <ul style="list-style-type: none"> - Catching virus - Spreading virus

If you have these symptoms, you must not leave your place of residence to visit Parks Trust spaces. It is essential that you are honest with yourself in evaluating any symptoms, protecting yourself and others.

Self-Isolation [LINK](#)

(<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/>)

If you have symptoms of coronavirus, you'll need to **self-isolate for 7 days**. (**Self-isolate = stay away from all other people**).

- **Arrange for a test** – this can be booked online
<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/>

If the test is negative, you may stop self-isolation. If positive then;

After 7 days:

- if you do not have a high temperature, you do not need to self-isolate.
- if you still have a high temperature, keep self-isolating until your temperature returns to normal

You do not need to self-isolate if you just have a cough or changes to your sense of smell or taste – these symptoms can last for weeks after the infection has gone

- **If you live with someone who has symptoms**

If you live with someone who has symptoms, you'll need to self-isolate for 14 days from the day their symptoms started. This is because it can take 14 days for symptoms to appear.

If more than 1 person at home has symptoms, self-isolate for 14 days from the day the first person started having symptoms.

If you get symptoms, self-isolate for 7 days from when your symptoms start, even if it means you're self-isolating for longer than 14 days.

If the person showing symptoms receives a negative test result you can stop self-isolating.

If the person tests positive but you do not get symptoms, you can stop self-isolating after 14 days.

The Parks Trust – Parks & Facilities

The majority of our parkland is open access. See our website for details
<https://www.theparkstrust.com/>

Parks are open access excepting some nature reserves

Education Centres are currently closed for public access.

Play Parks and Fitness trails are open from 4th July.

The Trust continue to maintain its primary duty of care by ensuring that the equipment is safe, as far as is reasonably practicable, by carrying out inspections & maintenance as necessary. Refer to TPT 1024 Rev – ‘Play Areas Policy Statement’.

Covid-19 risk control measures have been developed with reference to the UK Gov document [COVID-19: Guidance for managing playgrounds and outdoor gyms](#). In particular in communicating responsibilities of supervising adults / adults in maintaining social distancing and practicing good hygiene.

All of the play areas and fitness trails that are maintained by The Trust are open access, with no restrictions on entry. None of these facilities are staffed or supervised by The Trust. There are no paid for or ticketed play areas or fitness trails.

The Trust will not clean or sanitise any equipment, as this is impractical due to staffing issues and would be ineffective unless it could be maintained very regularly.

All areas are outdoors and subject to UV light, rain and other weather that reduces the risk from contact transmission of Covid-19.

The risk from contact transmission is therefore considered low.

The Trust will encourage supervising adults to bring hand sanitiser for their use and to ensure that children in their care regularly sanitise their hands. The Trust will not provide hand sanitisation points as due to the open nature of the open and unstaffed sites it would be impractical to keep topped-up and safe from vandalism

The Trust will provide information for users that will be specific for the Covid-19 pandemic situation;

- Parents, Guardians, Responsible Adults have responsibility to ensure safe use.
- Maintain Social Distancing.
- Regularly sanitise hands, before and after using equipment.
- Be aware of number using equipment & if necessary wait or return later.

Information will be published on The Parks Trust website and social media channels.

Offices are closed to members of the public

Events are currently postponed & The Trust will review at appropriate times in accordance with government guidelines

General Protective Measures to be Followed by All

Main measures in all cases of use of parks and land within our care.

ocial Distancing **Remain 2 metres apart wherever possible.**
If not possible, may reduce to 1 metre plus as long as further measures are introduced.

Hygiene **Wash hands regularly**

• Social Distancing

The Parks Trust will continue with operational work in order to ensure the safety of open spaces and that they remain available for members of public to use for daily exercise and meeting others as per current guidance.

While using the parks please ensure that social distancing guidelines are followed – **keep at least 2 metres distance from other people** wherever possible. (Although this may be reduced, you should take other precautions such as using a face covering, avoiding prolonged contact or standing face-to-face.

The Trust will make as many footpaths as possible accessible and cut grass at the side of paths more frequently to increase the width available for persons to pass each other.

Observe latest guidelines in terms of numbers of persons who may meet together.

The Trusts staff and volunteers make regular patrols of our parks and will engage with persons and remind where necessary on the current rules.

In situations where large groups or anti-social behaviour is observed, The Trust will report to the relevant authorities (Thames Valley Police or Milton Keynes council).

Members of public encountering large groups exhibiting anti-social behaviour should report to the police using the non-emergency number 101.

If using a path that has gates or bridges, please as far as possible allow others to safely pass and give way in turn.

When using Trust car parks, take care when entering and exiting vehicles. Only park in designated places and do not park in hazardous positions on the public highways.

- **Hygiene**

Wash or clean hands regularly. If available always carry hand sanitiser whilst enjoying the outdoor spaces.

Clean hands (either with sanitiser or with soap & water) hands frequently and before and after eating / drinking.

Take care not to touch your face, mouth, nose, eyes as far as possible.

Gates, bridges, seats and other infrastructure will not be sanitised by The Trust. Please make sure that you follow guidance and make your own hygiene arrangements to clean your hands for any such items you may need to touch.

- **Litter**

Please be responsible and take all rubbish home with you. Be mindful that The Trust have experienced increased instances of criminal fly-tipping during this period of government restrictions.

Assessors Signature(s) Michael Thomas (H&S Manager)

ALL Those involved in making the Risk Assessment to sign

Part 2 - Detailed Assessment of Risks

Hazard. Potential harm and how caused (List all hazards identified in part 1)	Persons likely to be affected	Existing Control Measures. (Describe all existing measures taken to reduce risk)	Risk Rating. S x L (See Table 1) <i>[e.g. 3 x 1 = 3 Low]</i>	Action required to reduce / control risk. (Further improvements that could be made to the control measures. To be agreed with relevant manager & H&S Advisor)	Corrective Action Number (If further control measures required)	Residual Risk Rating (After further actions)
Covid-19 Virus (Social distancing) [Cross infection from person to person]	Members of Public	Practice social distancing – 2 metre separation. Practice good hygiene and wash / sanitise hands frequently.	3 x 2 = 6 MEDIUM	Follow government advice. Keep social distance at all times - from other members of public. Report any anti-social behavior to TVP on 101.		Risk Remains Medium at this time due to nature of pandemic.

Part 2 - Detailed Assessment of Risks

Table 1. Risk Rating

Risk rating = Severity x Likelihood

Risk Assessment		Severity (S) [Severity] & [Extent]		
		Slightly Harmful [Minor injury/ illness, first aid treatment, minor equipment damage] [Affecting only one person] (1)	Harmful [Serious injury/ illness, hospitalisation, equipment damage] (2)	Extremely Harmful [Fatality, loss of limb, permanent disability, equipment destroyed] [Several persons affected] (3)
Likelihood (L) [Exposure to Hazard] [Occurrence of Hazard] [Possibility of Avoidance]	Very Unlikely (1) [Minimal interaction] [Remote possibility] [Easily avoidable]	Low (1)	Low (2)	Low (3)
	Unlikely (2) [Much interaction] [More likely] [Some possibility to avoid]	Low (2)	Medium (4)	Medium (6)
	Likely (3) [Intensive interaction] [Quite likely] [Little possibility of avoidance]	Low (3)	Medium (6)	High (9)

- 1 – 3 Tolerable Risk
- 4 – 6 Moderate Risk
- 9 High Risk – Intolerable

Monitor regularly to ensure that the risk does not grow.
Potentially serious. Long term issues anticipated. Plan ahead.
ACT NOW.



RISK ASSESSMENT

RA No. *RA-1023*

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Part 3 - Review

Category No:	1 Regular (24 monthly) review	2 Result of accident	3 Result of near miss	4 Change of process	5 Change of location	6 Personnel change
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Date:	Category No	Assessors/s	Comments	Action Required	Date Closed
01/07/20	1,4	Michael Thomas	Reviewed for latest guidance regarding social distancing. Reflect re-opening of play areas and fitness trails from 4 th July.		

